

## **Desktop Configuration Procedures (Installing Jinitiator Plug-in)**

### **PROCEDURES FOR ACCESSING DCPDS ORACLE 11i**

#### **Desktop PC Requirement**

##### **Minimum**

CPU Type: Pentium II or III

CPU Speed: 400 MHz

Memory: 128 MB RAM

Browser: Internet Explorer 5.0

##### **Recommended**

CPU Type: Pentium III or higher

CPU Speed: 600 MHz or higher

Memory: 256 MB RAM or higher

Browser: Internet Explorer 5.5 or higher

#### **Instructions for Accessing Oracle 11i DCPDS Database**

The Oracle 11i version of DCPDS changes the way users access the system. Under client-server, each users desktop required a full Oracle client installation, with subsequent client patches. Under 11i, the system is web-based, and uses a Java applet, called "Jinitiator" to view the Oracle forms from the application/web server. Jinitiator is a "plug-in" that needs to be installed on the user's desktop.

The following procedures should be used to install the Jinitiator plug-in to a user's desktop PC. The installation is straightforward, but users may want to request assistance from local IT administrators.

**NOTE: Components are responsible for distributing the DCPDS software to end-user desktops, and may create their own procedures for installing Jinitiator to the user machines. However, they must use the approved version of Jinitiator.**

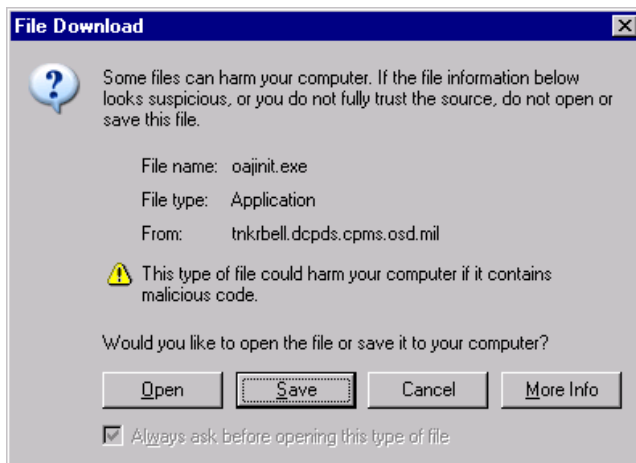
## DOWNLOADING THE JINITIATOR INSTALLATION FILE

1. Open your browser and type in the following URL, then click Go or hit Enter:

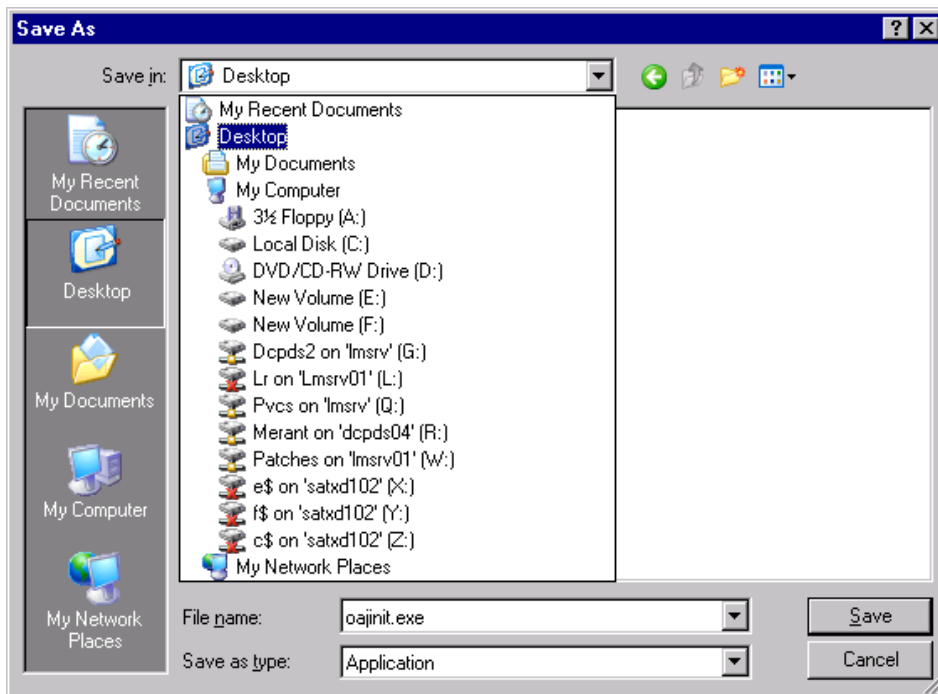
<http://www.cpms.osd.mil/>

**Note: Distribution of the Jinitiator installation file to the end-users should be accomplished by Component functional community, similar to any DCPDS software distribution procedures. It is recommended that Components make this installation file available to its end users prior to accessing the 11i application.**

2. Click on **DoD Enterprise-Wide Automated Human Resources (HR) System, Defense Civilian Personnel Data System (DCPDS)**
3. Click on **Latest Defense Civilian Personnel Data System (DCPDS) User Information**
4. Click on **Jinitiator Download & Procedures**
5. Then select the **Jinitiator 1.3.1.18 link**.
6. Click the "Save" button.

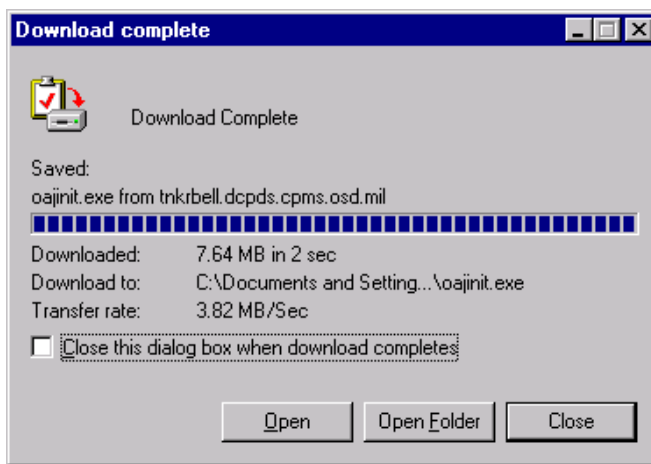


7. Save it to a file directory of your choice. (We recommend saving it to the desktop.) The file you are downloading (oajinit.exe) is approximately 7.64MB (a large file), so the download time will be dependent on your Internet connection. Please be patient.

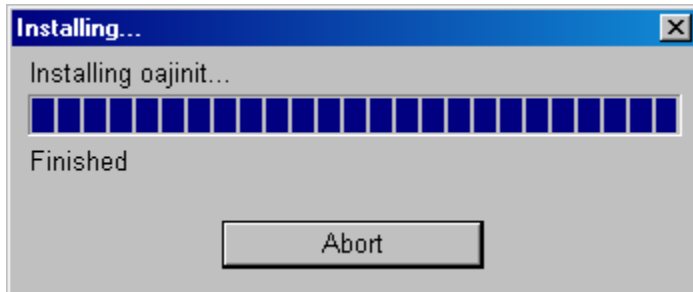


**NOTE:** For Components that must install Jinitiator to numerous desktops at a location, we recommend that you save the installation file (oajinit.exe) to a local file server and perform the installation from that local server. This avoids the need to download the file from the DCPDS website for each workstation, and is a more efficient method for installing the plug-in to a large number of desktops.

8. When the download is complete, click “**Close**”, then **exit** the Internet.



9. Go to the location where you saved the file (desktop was recommended) and double-click on the "**oajinit.exe**". The Jinitiator install will begin and will show the following pop-up window during the install process.

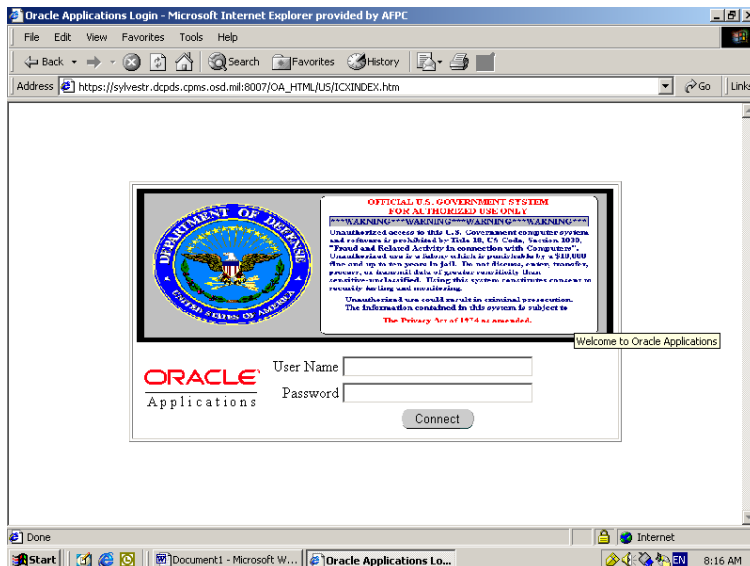


**NOTE: Do not click Abort. The window will close automatically when the install has fully completed.**

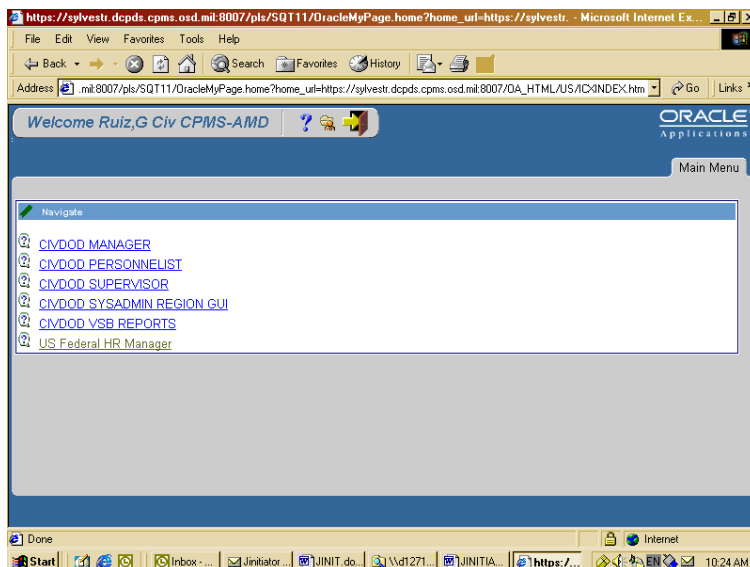
The JINITIATOR DOWNLOAD IS COMPLETE. YOU WILL NOT HAVE TO DO THIS AGAIN. YOU ARE NOW READY TO LOG ONTO THE APPLICATION.

## LOGGING ONTO THE DCPDS 11i APPLICATION

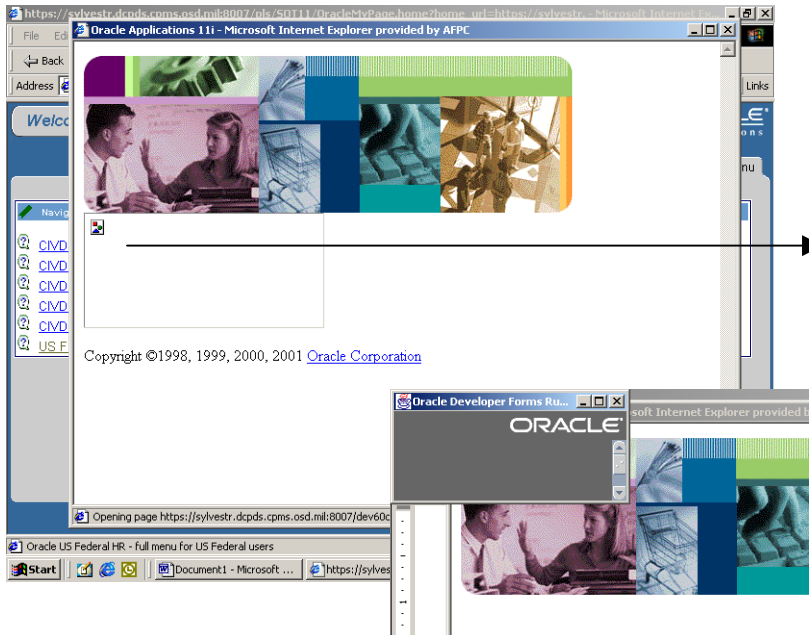
1. Open your browser and type the URL of the DCPDS server (the URL will be provided prior to completion of migration), then click **Go** or **Enter**. The 11i web server will be a secure site, meaning data transmission between your browser and the DCPDS database will be encrypted. Your browser must be equipped with 128-bit encryption. When logging on, you may get a security alert regarding the server site certificate. Click “Yes” to proceed.
2. When the following **Oracle Applications** login form window appears, enter your *User Name* and *Password*.




3. When you select a **Responsibility** from the Navigator Menu, the **JInitiator** applet will launch.



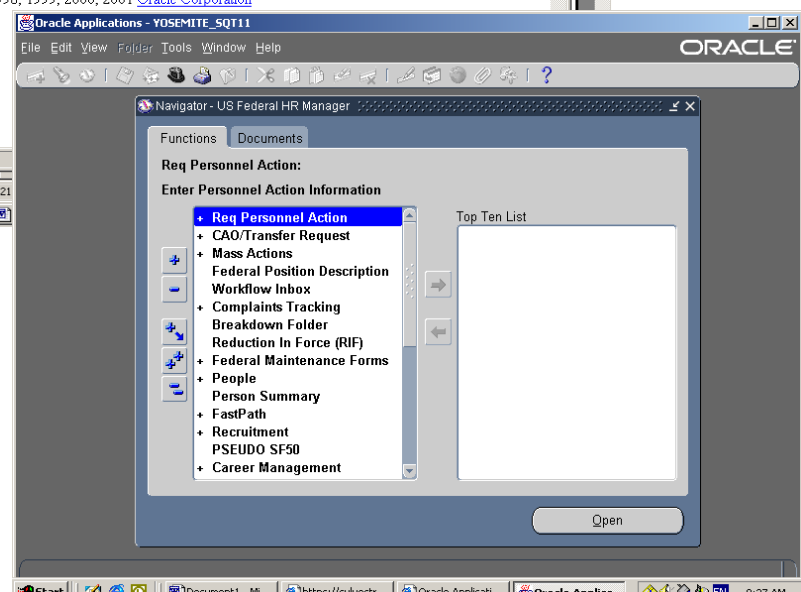
4. After you have selected a **Responsibility**, the following will appear. The blue bar at the bottom of the screen will slowly begin to move. Do not do anything until you get the next window.



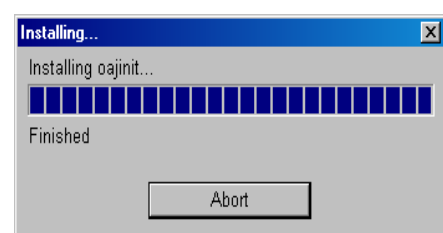
Note: if you have not already loaded JInitiator, the application will attempt to install it directly from the DCPDS 11i web server by downloading the (9MB) file and launching the installation procedures. Because this requires ActiveX controls, your browser should not allow the installation to complete, unless the browser security is set to "low." We do not recommend this method, but if you do this, please remember to reset your security settings in your browser.



Loading Java Applet ...



Note: The first time you launch JInitiator, it may take several minutes to load. Please be patient. The applet is "synchronizing" with the DCPDS 11i application and database. Subsequent log-ins will be faster.



Installing...

Installing oajinit...

Finished

Abort

5. After a short period, the loading will be completed.

6. Continue to select the application menu item of your choice. After you have made your selection the following pop-up window will appear.



**Click on Grant always**

## **EXITING THE APPLICATION**

1. **Close** the Oracle Application Menu.
2. **Exit** Oracle Application.
3. Click on the "**Exit**" door icon. This will bring you back to the log on screen.
4. Close the log on screen.

## **Technical Information for System Administrators**

1. Jinitiator is installed to the **C:\Program Files\Oracle\Jinitiator 1.3.1.18** directory. In Windows 2000, you will need to set permissions on the **C:\Program Files\Oracle** folder to grant Full Control to Users.
2. When downloading and installing the **Jinitiator** from the tnkrbell web server, it may take quite some time. It may seem like the screen is frozen but it is downloading the Java Application. Please be patient.
3. If the server name is not in your DNS (Domain Name Server), then an entry must be made in the desktop's "hosts" file on their PC. The "hosts" file is located in the **C:\WINNT\System32\Drivers/etc/hosts** directory. Contact your systems administrator if you have connection problems.
4. Multiple versions of Jinitiator may be installed on the same desktop. The DCPDS Oracle application will map to the 1.3.1.18 version automatically, even if other versions are present.